

Mission, Goals and Objectives

A. Mission

1. Perform & Document Preventative Maintenance on a Regularly Scheduled Basis
2. Perform & Document Vehicle and Equipment Repairs
3. Provide Fuel and Document Consumption for All County Organizations
4. Provide Hurricane/Emergency Repairs
5. Provide Emergency Generator Services

B. Goals and Objectives

1. Majority of Garage Work to be Spent on Preventative Maintenance
 - a. Complete 100% of scheduled preventative maintenance
 - b. Implement 15 year replacement program for heavy equipment
 - c. Implement 10 year replacement program for small equipment and heavy trucks
 - d. Implement 5 year replacement program for small vehicles
 - e. Surplus 100% of replaced vehicles
2. Maintain Acceptable Turnaround Time for Repairs
 - a. Minimize time to receive parts
 - b. Minimize changes in priorities to meet promised schedule
 - c. Do it right the first time to prevent returns
 - d. Provide continuation training for mechanics
 - e. Customize work assignments to mechanics expertise
3. Maintain Good Working Relations
 - a. Communicate effectively to maximize efficiency and minimize complaints
 - b. Go to the source when possible
 - c. Understand the user departments special needs and requirements
4. Improve Working Conditions for all Fleet Management employees and using departments
 - a. Continue to improve Fleet equipment and facilities
 - b. Give mechanics and using departments an opportunity to provide input
 - c. Be positive and disregard negative hearsay and rumors
 - d. Work together to eliminate problems; Develop trust and respect